

# POULSBO CITY COUNCIL MEETING OF MAY 20, 2009

## MINUTES

- PRESENT:** Mayor Quade; Councilmembers: Berry-Maraist, Erickson, McGinty, Rudolph, Stern.  
Staff: Berezowsky, Boltz, Booher, Kasiniak, Loveless, McCluskey, Stephens, Swiney.
- ABSENT:** Councilmember Crowder and Lord.

### MAJOR BUSINESS ITEMS

- \* \* \* Minutes of April 15, 2009 City Council meeting
- \* \* \* Budget Amendment, BA#29-0203 Park and Recreation Building Assessment
- \* \* \* Budget Amendment, BA#29-0204 Carryover
- \* \* \* WestNET Interlocal Drug Task Force Agreement 2009-2012
- \* \* \* Comprehensive Plan Review Process
- \* \* \* Presentation: Olympic College Poulsbo Campus Master Plan
- \* \* \* Workshop: Low Impact Development Technical Guidance Manual
- \* \* \* Ordinance No. 2009-08, Taxi License Expiration

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Quade called the meeting to order in the Council Chambers at 7:03 PM and lead the Pledge of Allegiance.

### 2. MAYOR'S REPORT AND CHANGE TO AGENDA

- a. City Hall Update: Public Works Director Loveless reported on the following upcoming items:
- Surveyor's on site May 21<sup>st</sup> to begin staking.
  - Excavation on Moe Avenue and Bjermaland will begin next week, to place the wet utilities.
  - Premier Concrete will be shotcreting the foundation walls; test panels will be done prior to beginning work onsite.
- b. Mayor Quade reported on the following meetings:
- Kitsap County Consolidated Housing Authority (KCCHA) - The KCCHA and Kitsap County have reached an agreement for the county to assume the debt for the Harborside Condominiums and Poplars. Commission Bauer and County Administrator Nancy Grennan will be at the June 17<sup>th</sup> Council meeting to answer any questions.

- Kitsap Transit is moving forward with the Bus Rapid Transit program, and is beginning to develop a prototype for an electronic bus.
  - CENCOM will begin county wide implementation of the Mobile Computer Terminals (MCT); and implementation of an online reporting system, for non-officer needed reports.
- c. Mayor Quade read a letter from Lois and Al Hilner, expressing their gratitude for the assistance from Public Works employees, Sev Hoiness and Rob Perkins, over Viking Fest weekend.
- d. Mayor Quade announced business item c, Comprehensive Plan Process Review, will be held prior to business item a.

### **3. MAYOR AND COUNCIL DISCUSSION**

- a. Councilmember Erickson reported on attendance at the following meetings:
- Kitsap Regional Coordinating Council (KRCC) Transpol board meeting regarding the new funding package coming forward, and commended Assistant Public Works Director Kasiniak for his work and involvement. Recommendations from the board will go the Executive Committee, in the next couple weeks.
  - County Commissioners meeting, where the agreement with the KCCHA was approved. Erickson expressed concern with the agreement and the current board of directors.
  - AWC Labor Negotiations conference was very informative and beneficial.
- b. Councilmember Stern commented on the success of Viking Fest and the carnival at King Olaf parking lot; and gave compliments to the Viking Fest group.
- c. Councilmember Berry-Maraist commented on the success of Viking Fest and the Viking Fest run organized by the Parks and Recreation Department.

Berry-Maraist also expressed concern on the elimination of the voter's pamphlet and the ability for people to obtain a neutral source of information. The county will make the information available online and at the county election office. Mayor Quade added that she is in discussion with the Kitsap County Auditor, and was advised printed copies would be made available for citizens who call and request the information; alternately the cities will be provided the pamphlet electronically.

- d. Councilmember McGinty commended the Police Department for a job well done, at Viking Fest.

#### **4. COUNCIL COMMITTEE REPORTS (FOR ITEMS ON CURRENT AGENDA)**

- a. Public Safety/Legal Committee: Councilmember Rudolph reported the WestNET Task Force Interlocal agreement is a renewal of the previous agreement, with no changes other than the addition of Mason and Pierce counties participation; the committee recommends approval.

City Clerk Boltz advised she has received the insurance certificate for the skate event at Raab Park.

#### **5. CITIZEN COMMENTS**

- a. Muriel Williams, Poulsbo city resident, commented on the new Poulsbo history book being put together; advising of when and where the books will be available. Williams acknowledged Soon Hood, The Book Stop, for financing the project.
- b. Molly Lee, Poulsbo, expressed concern with the proposed Gaines Annexation; and the Parks and Recreation Commission recommendations regarding the Comprehensive Plan and response from the city.

#### **6. CONSENT AGENDA**

Councilmember Berry-Maraist noted revisions made to the April 15, 2009 City Council meeting minutes, at her request.

**MOTION:** Berry-Maraist/Stern. Move to approve Consent Agenda items a through d, with item a as corrected.

Motion carried unanimously. Absent: Crowder and Lord.

The items listed are:

- a. Minutes of April 15, 2009 City Council Meeting
- b. Budget Amendment, BA#29-0203 Parks and Recreation Building Assessment
- c. Budget Amendment, BA#29-0204 Carryover
- d. We stNET Interlocal Drug Task Force Agreement 2009-2012

## 7. MAJOR BUSINESS ITEMS

### a. Comprehensive Plan Review Process

Mayor Quade stated the proposed schedule for workshops to review the draft Comprehensive Plan is being presented for Council concurrence. The intention is to complete the review by September 2009. Mayor Quade requested the Council be available for each of the dates proposed.

Councilmember McGinty commented the longer the process takes, the more time the city would need to pay consultants, and requested the Council review the document in the most efficient manner, to progress through the process.

Councilmember Erickson stated the Council should take as much time as needed to thoroughly review the draft Comprehensive Plan, due to its importance.

Councilmember Berry-Maraist commented two of the proposed meetings conflict with Public Works committee meetings; Mayor Quade advised the Public Works meetings would be rearranged if necessary. Berry-Maraist also expressed concern on the short time frame to discuss and review the document.

Councilmember Rudolph recommended, once the Council has had a chance to review the updated draft, the Public Works committee take the lead developing the Council recommended topics for the workshops.

Councilmember Erickson questioned why the schedule needed to be approved by a motion. Planning Director Berezowsky stated if there is concern there are not sufficient workshops; additional workshops maybe added, at the Council discretion.

**MOTION:** McGinty/Rudolph. Move to approve the proposed schedule for the next phases of the Draft Comprehensive Plan Public Review Process.

Councilmember Stern recommended language be added that would allow for additional workshops, if necessary, as proposed by Berezowsky. City Clerk Boltz advised the proposed motion as stated in the agenda summary, does state additional workshops or public hearings may be added if necessary.

Councilmember McGinty withdrew his motion; Councilmember Rudolph withdrew his second.

**MOTION:** McGinty/Rudolph. Move to approve the proposed schedule for the next phases of the Draft Comprehensive Plan Review Process; with the understanding that changes to the proposed schedule may occur if additional workshops or public hearings are deemed necessary by the Planning Commission or City Council as the review process progresses. Motion carried. Yes: Rudolph, Stern, McGinty. No: Erickson and Berry-Maraist. Absent: Crowder and Lord.

**b. Presentation: Olympic College Poulsbo Campus Master Plan**

Kristin Poppo, Olympic College Poulsbo, gave a brief summary of her background and overview of the courses offered at Olympic College Poulsbo. Poppo anticipates a continued rise in enrollment, with a slight drop the year the nursing program relocates to the Bremerton campus. In addition to the transfer degree program other new programs being discussed are environmental studies, health, hi-tech and additional University Partnerships.

Poppo presented the Poulsbo campus master plan, stating the current building is at its full capacity, with some classes being held off campus. A second building has been preapproved by the city, with hopes of building it in the future; and a third building to be built as necessary.

Councilmember Erickson questioned if the Bremerton campus is also seeing the same increase in enrollment. Poppo advised enrollment nationally has increased, partly due to the economy.

Councilmember Berry-Maraist questioned if the community colleges have been authorized to increase tuition, as the universities have; and the impact an increase would have on enrollment. Poppo explained state community colleges have been authorized a 7% increase for each of the next two years (14% over two years).

Councilmember Stern noted the desire to include an educational hub element in the economic development portion of the Comprehensive Plan. Stern requested clarification on the transfer program and revenue impact to the college. Poppo advised some of the specialized programs, such as nursing, are expensive to run due to the low student to faculty ratio of 1:10; most transfer classes have approximately 25-40 students with one faculty member, as such will bring in higher revenues.

Councilmember Rudolph questioned if the Poulsbo campus currently has a relationship with the Navy. Poppo advised classes are offered at Bangor,

however it is under review due to declining enrollment since the Poulsbo campus opened. The college is always in discussion with the military to serve the needs they have in the county.

Mayor Quade recessed the meeting for a break at 8:10 PM; and reconvened at 8:13 PM.

**c. Workshop: Low Impact Development Technical Guidance Manual**

Art Castle, Home Builders Association of Kitsap County, provided the background and purpose of the Low Impact Development (LID) standards implementation and showcase project. The goal is to develop and implement LID standards in all four cities in Kitsap County. This would enable developers, homeowners and jurisdictions to have the option of using LID techniques to manage stormwater. Castle advised, Michael Bateman, Senior Engineering Technician, attended an 8-day LID technical training through Washington State University; and has passed the exam for the LID certificate program and will be receiving his certificate.

Castle outlined the environmental and market goals of LID including improved water quality from stormwater runoff; encourage methods for improving aquifer recharge and infiltration; reduced stormwater mitigation costs for builders and developers; and reduce city and county maintenance and liability.

Castle presented examples of projects which incorporated LID techniques; the major differences between conventional methods and LID; cost comparisons for using LID techniques; and examples of LID techniques.

Castle introduced the leadership team in attendance that worked on the project; Kathleen O'Brien, Dr. Chris May, Dave Tucker and Kathleen Barrantes.

Assistant Public Works Director Kasiniak stated the city is currently using some LID techniques on Caldart Avenue, Mesford Avenue and Viking Avenue projects.

Councilmember Berry-Maraist questioned if there are any grants opportunities available for projects with existing stormwater conditions. Kathleen Barrantes stated there have been grants for existing conditions and there will be additional opportunities with the next stimulus funding cycle.

Councilmember Erickson expressed concern with the underlying soil conditions, grading and topography in some areas of the city, and the possibility of implementing LID techniques in those areas. Dr. Chris May advised it is more difficult to use LID techniques in some areas; however LID still works efficiently, even when you have poor soil.

Councilmember Rudolph questioned if developers are ready to use the LID, now that jurisdictions are close to being ready; Castle advised there are approximately 50 permitted projects using LID, including government, commercial and sub development projects.

Councilmember Erickson commented on neighborhoods vested under the 1992 stormwater manual and questioned the success of LID used based on the 1992 manual. Castle explained the 1992 manual would still be helpful because the volume of detention is still being reduced; however the new manual would have a greater amount of reduction.

**MOTION:** Berry-Maraist/McGinty. Move to authorize the City Engineer to adopt the technical guidance manual titled "Low Impact Development Technical Guidance Manual – a Practical Guide to LID Implementation in Kitsap County: as published by the Kitsap County Homebuilders Foundation, subject to final Department of Ecology approval (and any subsequent changes required by the Department of Ecology).  
Motion carried unanimously. Absent: Crowder and Lord.

#### **d. Ordinance No. 2009 -08, Taxi License Expiration**

City Clerk Boltz advised city taxi licenses currently expire June 30<sup>th</sup> and the intent to coordinate the expiration date of the taxi and business licenses, which expire December 31<sup>st</sup>.

Councilmember McGinty questioned if the existing taxi license fee would be prorated for the remainder of the year for current license holders. Boltz advised the city does not have any current taxi licenses; however the fees could be prorated if an application is received prior to the end of the year.

**MOTION:** McGinty/Erickson. Move to adopt Ordinance No. 2009-08, an ordinance of the City of Poulsbo, Washington amending section 5.28.120 of the Poulsbo Municipal Code to change the term in which Taxi Licenses expire; providing for severability and establishing an effective date, and to prorate any new licenses between now and the end of the year, accordingly.  
Motion carried unanimously. Absent: Crowder and Lord.

## **8. DEPARTMENT/COMMITTEE REPORTS**

- a. Assistant Public Works Director Kasiniak reported the design for the Lincoln Road transmission main was completed with the project going out for bid on May 22<sup>nd</sup>. Kasiniak recognized Mike Lund, Senior Field Inspector, for completing the design of the project.

Kasiniak also reported the pre-bid meeting for the Viking Avenue project was well attended. The bid opening is on May 29, 2009, with the contract proposal coming to Council on June 3, 2009. Mayor Quade advised there will also be a media event on the afternoon of June 22, due to the fact this is the first stimulus funding project in the Olympic Region that will be going to bid and to go to construction. More details regarding the event will be made available at a later time.

- b. Councilmember Rudolph encouraged the Council to give liaison reports during the committee reports portion of the agenda rather than at the beginning of the meeting during Council comments, as off site meeting reports are getting priority over city business.

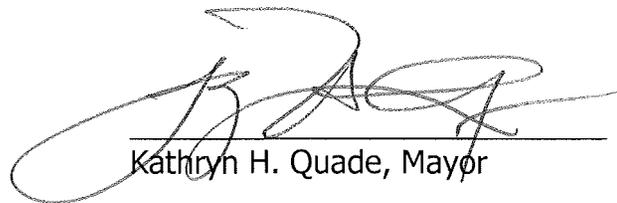
Public Safety/Legal Committee: Councilmember Rudolph reported:

- The month of May is amnesty month for Municipal Court, where people can pay outstanding fines and will only be charged half of the collection fee.
- Poulsbo Municipal Court, as well as other jurisdictions, is noticing a significant increase in people choosing community services over paying fines.
- The District Court is moving some of their programs out of City Hall and Municipal Court will be moving their offices into the current District Court space and consolidating with the existing District court staff.
- Chief Swiney stated the Police Department is trying to obtain funding from Suquamish Tribe mitigation funds for 1½ police vehicles; as funding for half the cost of a new vehicle was obtained from an insurance settlement from a totaled police vehicle earlier this year. The other vehicle would be for one of the new police positions.
- The Police Department will be providing an annual report in June, which documents police activity and include 5 year statics.
- A COPPS kickoff event is planned for August 4<sup>th</sup>, in conjunction with the National Night Out.
- There were no major incidents at Viking Fest.

- c. Economic Development: Councilmember Stern reported on discussion of draft language for the Economic Development section of the Comprehensive Plan. Council consideration will be requested for regional medical and college clusters, to be included in the Comprehensive Plan.
- d. Parks and Recreation Commission Trails Sub-committee: Councilmember Berry-Maraist reported:
- The committee is making great progress; members have gone out and researched potential trail links, and have gathered good information.
  - Ryan Farncomb, Engineering Intern, gave a presentation on incentives and regulatory actions that might be considered to encourage trails.
  - National Trails Day is on June 6<sup>th</sup>; information booths will be at the Farmers Market and Central Market.
  - A poll is available on the city website, for citizens to provide feedback on city trails.
- e. Public Works Committee: Councilmember Berry-Maraist reported the committee will discuss the agreement with the Port of Poulsbo, at the next meeting; prioritized and identified a timeframe for pending issues; and the Engineering Department took an in depth look at the proposed road extensions in the Comprehensive Plan and revised some of the locations.

## 9. ADJOURNMENT

**MOTION:** McGinty/Rudolph. Move to adjourn at 9:37 PM.  
Motion carried unanimously. Absent: Crowder and Lord.



Kathryn H. Quade, Mayor

ATTEST:



Jill A. Boltz, City Clerk

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